WHAT IS CLAIMED IS:

1. A data management apparatus that manages data files, comprising:

a storage unit that stores folders, data files and keywords assigned to each data file;

an input unit by which the user enters an instruction to move a new data file to a folder; and

a processing unit that extracts the keywords assigned to the existing data files in that folder and assigns them to the new data file in response to the instruction.

2. A data management apparatus according to Claim 1, wherein a name of the data file includes an extension showing the nature of the file.

3. A data management apparatus according to Claim 2, wherein said processing unit extracts keywords only from existing data files having the same extension as the new data file.

4. A data management apparatus according to Claim 1, wherein said processing unit counts the number of files to which each of the extracted keywords is added

5. A data management apparatus according to Claim 4,
wherein said processing unit assigns keywords to the new
data file in accordance with the count number, starting
with the keyword having the highest count.

6. A data management apparatus according to Claim 1,
wherein said processing unit adds the keywords extracted
from the existing data files to the keywords which are
already assigned to the new data files.

7. A data management apparatus according to Claim 1,
wherein said processing unit assigns the keywords extracted
from the existing data files to the new data file after
deleting the keywords which are already assigned to the new
data file.

8. A data management apparatus according to Claim 1,
wherein said processing unit selects whether or not the
keywords which are already assigned to the new data file
are deleted on the basis of the instruction inputted by
said input unit.

9. A data management apparatus according to Claim 1
further comprising an interface that receives the new data

file.

10. A data management method that manages data files, comprising the steps of:

storing an new data file in a storage unit;

receiving an instruction to move the new data file to a folder;

extracting the keywords assigned to the existing data files in that folder in response to the instruction; and

assigning the extracted keywords to the new data file.

11. A computer program product comprising:

a computer-readable medium; and

computer program contained on said computer-readable medium for performing the steps of:

storing an new data file in a storage unit,

receiving an instruction to move the new data file to a folder,

extracting the keywords assigned to the existing data files in that folder in response to the instruction, and

assigning the extracted keywords to the new data file.